



February 2013

**RE: Electronic Reporting Requirements**

Dear CUPA Regulated Business:

This letter is to update you on Assembly Bill (AB) 2286 that went into effect January 1, 2009. The law requires that all businesses regulated by a Certified Unified Program Agency (CUPA) use the Internet to file required Unified Program information currently filed by paper forms. This includes facility data regarding hazardous material regulatory activities, chemical inventories, underground and aboveground storage tanks, and hazardous waste generation. It also requires the CUPA to report data such as inspections and enforcement actions. All regulated businesses and CUPAs in the State of California must use the Internet to file beginning January 1, 2013.

Sunnyvale's CUPA is actively working with a vendor to develop a portal that will interface with the California Environmental Reporting System (CERS) and fully comply with the State's mandate to be capable of electronically reporting. We anticipate that our portal will be operational in the second quarter of 2013. Businesses will be notified when the portal is ready for use and can continue to check our website for additional information.

**January 1, 2013 is not a reporting deadline and unlike previous years, there is no March 1st deadline to recertify already submitted documents.** Every CUPA regulated business is required to submit electronically to the jurisdiction at least one time during 2013. Although we encourage you to wait for our portal, if you elect to make a submission before the portal is available, go directly to the CERS website at <http://cers.calepa.ca.gov/>. We suggest the following reporting submission schedule based on company name: A – G: 1st quarter H - L: 2nd quarter M – P: 3rd quarter Q - Z: 4<sup>th</sup> quarter

If you have any questions about the requirements, CERS, or the City's efforts to comply, please visit our website at [www.fireprevention.insunnyvale.com](http://www.fireprevention.insunnyvale.com), email us at [electronicreporting@sunnyvale.ca.gov](mailto:electronicreporting@sunnyvale.ca.gov), or you may contact Felicia Thompson or your CUPA inspector at (408) 730-7212.

Sincerely,

Lynne M. Kilpatrick  
Fire Marshal  
Department of Public Safety